



Superintendent Community of Practice Guidelines

Purpose

The purpose of this protocol is to support superintendents working in a learning community with political problems of practice. Through the act of giving and receiving feedback, leaders gain insight from one another about potential scenarios they may face in the future while learning about the practical actions they can take to address local challenges.

Guidance

We've learned that it is essential to create a safe environment for these conversations.

We suggest that you:

- Keep the group small- no more than 8 participants
- Keep the group consistent so that participants can build trust and community over time
- Meet regularly, while providing the opportunity to convene in person, if possible
- Create clear norms of confidentiality and routines that protect it (e.g. no names or other easily identifiable characteristics in note-taking sheet)
- Anchor the work in research and practice with a focus on learning

Resources

- Shareable note-taking sheet

Pre-work

- 2-3 superintendents will come prepared to share a tricky political situation, one that presents a barrier to progress on key goals or priorities or one that poses a direct risk to the safety and well-being of children, educators, or families.

Time	Agenda
10 min	<p>Welcome and Framing</p> <ul style="list-style-type: none"> By focusing on the challenging current and past scenarios, we hope to learn together about how to use our political acumen to be both <i>proactive and responsive</i> <p>Review objectives and agenda</p>
75 min	<p>Sharing Political Problems of Practice Protocol (see full protocol below)</p> <ul style="list-style-type: none"> Superintendent storytelling (7 mins): Share about a challenging current or past scenario. Group members complete quiet quick write (3 mins) Group shares affirmations, actions and strategies, advice (10 min) Superintendent closing words (3 mins) <p><i>For three superintendents, each round is 23 minutes. For two superintendents, each round can be 35 minutes.</i></p>
5 min	<p>Closing Discussion</p> <ul style="list-style-type: none"> What are our take-aways? Feel free to reference key aspects of the Framework on Superintendent Political Leadership

Time**Sharing Political Problems of Practice Protocol - 23 min****7 min**Superintendent
shares

Group listens

Superintendent Storytelling

- Share a tricky political situation, one that presents a barrier to progress on key goals or priorities or one that poses a direct risk to the safety and well-being of children, educators, or families.
 - Include details:
- What is going on? (context and conflict)
- What actions have you taken or strategies you have used? Why?
- What have you observed as a result? (people, process, outcomes)
- What is working or not?
- What questions do you have?

3 minQuiet writing
reflection**Quiet Quickwrite**

- Group participants use the shared note-taking sheet to write down:
 - Affirmations: What seems to be working?
 - Actions and strategy: What might the superintendent consider/re-consider?
 - Advice: What potential strategies may be supportive now?

10 min

Group shares

Affirmation, Acknowledge Strategies, and Advice

- Participants acknowledge strengths (actions, approach, attitudes) and strategies that were heard.
- Participants offer additional strategies and tools to support the specific context and situation.

3 min**Concluding Words**

Superintendent/presenter shares thoughts and insights